

**DETENTION OFFICER CERTIFICATION COURSE
REVISION COMMITTEE MEETING
NC Justice Academy
Salemberg, NC
February 20, 2008**

Mark Priest called the meeting to order at 10 a.m. and welcomed everyone. Carolyn Holland called the roll.

Members Present

Mike Chinsolo, Chowan County Sheriff's Office
Milton Drew, Northampton County Sheriff's Office
Tim Fuss, New Hanover County Sheriff's Office
Wayne Jones, Albemarle District Jail
Glen Matayabas, Buncombe County Sheriff's Office
Alicia McKinney, Durham County Sheriff's Office
Joseph Milem, Mecklenburg County Sheriff's Office

Members Absent

Dave Castlow, Currituck County Sheriff's Office
Todd Davis, Brennan Associates, Inc.
Betty Reynolds, Wilson Technical Community College

Staff Present

Autumn Hanna, Sheriffs' Standards Division
Carolyn Holland, NC Justice Academy
Mark Priest, NC Justice Academy
Mark Strickland, NC Justice Academy

Guests Present

Lt. Thomas Whitmore, New Hanover County Sheriff's Office

Old Business

Mark asked for approval of the minutes of the October 4, 2007 meeting. Mike Chinsolo made a motion to approve the minutes. Milton Drew seconded. The motion was approved.

Mark recommended Lt. Thomas Whitmore, New Hanover County Sheriff's Office, and Mark Strickland, NC Justice Academy, to be voting members of the DOCC Revision Committee. Members agreed to the addition.

Mark reminded members to delegate a proxy in case they are not able to attend a meeting. By doing this, a quorum will be assured for meetings.

DOCC Curriculum Review

Mark proceeded with the impact that HB 1473 has on the DOCC curriculum. These changes were presented for each block affected. Mark Strickland asked about the changes being made in the Guidelines book—he understands they will be effective 2010. Mark Priest replied that DHHS will convene a revision committee who will meet and make the revisions. This process may take over a year.

Legal Aspects of Management and Supervision

HB1473 is currently a legislative mandate, not a statute. After discussion, it was decided to introduce the bill in this outline. Mark Priest suggested adding it in Section D--Medical Care for Inmates. Members agreed.

Glen Matayabas made a motion to add the introductory information on HB1473 to the Legal Aspects outline after D1 and add an instructor note to refer to the handout of HB1473 and add HB1473 as a handout. Joseph Milem seconded. The motion was approved.

Processing Inmates

Mark Priest suggested adding information about HB1473 in section B.2.b). This section discusses the screening process. The paragraph beginning “Your admission health screening of inmates . . .” should be broken down into several paragraphs. It was suggested to add the information on HB1473 after the first sentence. The explanation should be brief; it is not necessary to go into detail concerning validation, etc.

The second paragraph begins with “The Rules and Laws Governing . . .” and will discuss screening forms and procedures to address mental health, etc. Between the first and second paragraph, an instructor note will be added referring students to the new screening forms from DHHS and discussion of the forms.

The third paragraph will begin with the sentence that reads: “It is recommended that your health screening . . .”

Members agreed the explanation of the form should be brief, but stress that it is required in addition to other forms being used by the agency.

Lt. Whitmore made a motion to incorporate the changes in this lesson plan as recommended. Glen Matayabas seconded. The motion was approved.

Medical Care in the Jail

Mark Priest asked for input as to where the HB1473 information should be added in this lesson plan. Tim Fuss recommended it be added in the second paragraph under C. “Mental Health, Mental Retardation and Substance Abuse Services.” Members agreed to delete the sentence that says “At the same time, however, the law does not resolve the uncertainty concerning whether detention officials actually must provide routine mental health services for inmates.” Members agreed a general, brief explanation of HB 1473 should be included in this paragraph.

Tim Fuss made a motion to make this change to the Medical Care in the Jail outline. Glen Matayabas seconded. The motion was approved.

Mark Strickland mentioned some of the section numbers in this lesson plan are incorrect. He tried to change them all with the last revision, but may have missed some. The section numbers will be checked by Mark Priest.

Mark Priest discussed the section on suicides and asked if information should be added stating when detainees “score out” that the LME should be contacted. Members determined that the mental health information should be added to this section.

Introduction to Rules and Regulations Governing Jails

Since DHHS will not revise their manual until probably 2010, this lesson plan will not be changed. Once the red book has been revised, the outline will be revised.

Aspects of Mental Illness

Mark Priest referred committee members to this sentence in the lesson plan: “In addition to displayed behavior, a previous record of a suicide attempt or a previous record of mental illness shall warrant observation at least four times per hour.” He asked if a statement should be included here concerning scoring above the acceptable level on the screening form that the detainee should be referred to mental health; is this now a mental health record. Mark Strickland suggested tabling this issue until legal staff has looked at the information.

After much discussion, the committee decided to table this issue.

SB229

This bill concerns determining the legal status of confined persons. Mark Priest stated that the Legal Aspects and Processing Inmates outlines would be affected. The information could be included in the pretrial detainee section of the Legal Aspects block. After much discussion, it was decided to add a paragraph as A.1.f), to explain the requirements of SB229.

Glen Matayabas made a motion to make this addition to the Legal Aspects outline. Wayne Jones seconded. The motion was approved.

Mark Priest suggested adding the information in the Processing Inmates block at section E. Admission Officer Duties. He proposed adding as item number 5. Members discussed the sequence involved in the admission procedure. It was decided to make number 2 as number 1. This would reflect the photographing and fingerprinting process taking place first. Then add under number 2 a new section as g) as “determine legal residency as outlined in SB229, session law 2007.” Mark Strickland suggested adding an instructor note stating that the process varies with agencies.

Glen Matayabas made a motion to include this information on SB229 in the Processing Inmates lesson plan as proposed, along with the instructor note. Alicia McKinney seconded. The motion was approved.

Other Business

Criminal Justice System

Per the recommendation of an instructor from Guilford Technical Community College, Mark Priest suggested a revision to the Criminal Justice System outline in section G.3. The paragraph under number 3 refers to the “blue sheet.” The instructor suggested deleting “the arresting officer’s name” and adding instead “signature of judicial official.” The blue sheet is the AOC CR200 Release Order form.

Wayne Jones made a motion to add signature of judicial official to section 3. Thomas Whitmore seconded. The motion was approved.

Milton Drew made a motion to change “blue sheet” to AOC CR200 throughout the lesson plan. Mike Chinsolo seconded. The motion was approved.

Medical Care in the Jail

Mark Priest stated that a correction should be made in the Hepatitis comparison chart. Under Hepatitis A, preventive measures and postexposure treatment, “no vaccine available” should be changed to “vaccine available.”

Mark Strickland made the motion to correct the lesson plan. Alicia McKinney seconded. The motion was approved.

Mark Priest asked whether pandemic information should be included in DOCC. He is looking at it as an in-service topic for 2010. Members agreed that it should be in-service.

Mark Priest reported that at the last meeting comments were made concerning the Stress block of instruction—it was difficult to teach in two hours. He asked if members thought a survey of school directors should be done to determine any concerns with topics and time. Members discussed the problem of covering the material in two hours. They agreed a survey should be done of school directors asking what problems they encounter with this block and other blocks in the curriculum that might warrant a reduction in hours. Mark Priest stated he would get the survey out.

Autumn was asked when the Standards Division would have the block testing ready. She stated they were working on the state exam now and it should be piloted in 2009. The exam will be comprised of four units, with fifty questions per unit. The questions will be based on the objectives for each lesson plan.

Tim Fuss stated that their school director questioned a section in the Legal Aspects outline. Under II. E., Rights of Inmates, 2. c) where it’s stated, “Several federal courts have indicated that pretrial detainees may not be routinely strip-searched without a good reason, even if they will

have contact with the general jail population.” The school director thought there was an officer safety issue and therefore every detainee should be strip-searched. Mark Priest responded that the NCJA legal staff who wrote the in-service legal update, determined that federal courts ruled that officer safety doesn’t qualify for strip-search; detention officers must have reasonable suspicion that detainee has contraband.

Next Meeting

The next meeting will be held in August. Mike Chinsolo agreed to host the meeting and he will coordinate with Mark Priest concerning the date.

The meeting adjourned at 12:15.